

GIS Database Management Specialist, Climate-Smart Farming & Marketing

Mission: Cultivating environmentally sound, economically viable, community-focused farms and food systems

Program overview: [Pasa's Climate-Smart Farming and Marketing program](#) will offer technical assistance and financial support for implementing regenerative and resilient practices on 2,000 working farms from Maine to South Carolina and on lands stewarded by Tribal Nations and Indigenous farmers in the same geographic region. By engaging farms in our [Soil Health](#) and [Financial](#) Benchmark Studies, we will monitor and measure the benefits from climate-smart practices and work to expand market opportunities for climate-smart commodities.

This program is supported by a [Partnerships for Climate-Smart Commodities](#) grant from the U.S. Department of Agriculture, under agreement number NR233A750004G025.

Position overview: Want to put your GIS experience to work making a positive impact on the environment? We're seeking an organized individual with a deep understanding of geospatial data formats to set up and maintain an ArcGIS database for our Climate-Smart Farming and Marketing program. The setup phase will be focused on the ways that geospatial information can be used at Pasa and tailoring the organization's ArcGIS account to best meet that need. This will include work at various spatial levels ranging from a single farm field to regional trends. A significant focus of this initial work will be to organize information gathered through the Climate-Smart Farming and Marketing program in a way that allows for the smooth functioning of data collection by field technicians. Once organized, this role will continue to maintain the data that is collected through the Climate-Smart program to ensure that data flows seamlessly from the field to various reports and digital tools. The GIS Database Management Specialist will report to the Climate-Smart Programs Director.

This is a primarily remote position with in-person workdays and 2-3 annual in-person staff retreats. All employees are required to attend our annual Sustainable Agriculture Conference, which takes place each February in Lancaster, PA. Employees are required to live in (or be willing to relocate to, within 3 months) Pennsylvania or within 150 miles of Harrisburg, unless they receive approval for Philadelphia or Pittsburgh to be their primary work location, in which case employees are required to live within an hour's drive from Philadelphia or Pittsburgh. If you have questions, please inquire. Employees must comply with Pasa's remote employee policies.

Responsibilities

- Identify and collect relevant data layers that inform Pasa's work
- Set up and document Pasa's organizational ArcGIS account to allow for multiple user types
- Train Technical Assistance Providers within Pasa and with partner organizations on data collection, troubleshooting, data security, and best practices
- With support from Technical Assistance Providers, oversee geospatial data collection from producers involved in the Climate-Smart program
- Ensure data validity, including occasional farm visits
- Maintain data security over all protected information
- Incorporate principles of diversity, equity, inclusion, and justice, and question assumptions about growers
- Structure data layers in a format that allows for easy access to relevant information in the field
- Assist in designing and running ArcGIS reports; collaborate on building systems to link GIS data to reporting dashboards, visualization tools, and other reporting mechanisms
- Ensure that field data collection runs smoothly and troubleshoot issues that may arise

Qualifications

- Possess a valid U.S. driver's license
- Bachelor's degree in GIS, data science, environmental science or related field
- Demonstrated proficiency in applying GIS technology to conduct spatial analysis, data manipulation, and geoprocessing tasks
- Knowledge of the principles and methods of GIS, map maintenance, geodatabase design, and quality control
- Understanding of geospatial data formats, databases, and data management best practices
- Ability to acquire, clean, organize and maintain geospatial datasets
- Ability to communicate effectively about complex technical concepts and information

Preferred qualifications

- Understanding of geospatial layers that impact agriculture and the environment
- Familiarity with environmental issues relating to agriculture
- Practical agriculture experience
- Familiarity with Google Workspace (Gmail, Calendar, Drive etc.)
- Spanish-language proficiency

Compensation: This is a full-time exempt position through March 2028. Annual salary is based on experience and is negotiable within the range of \$60,000 to \$65,000. Depending on other qualifications, bilingual applicants may be eligible for a range up to \$70,000. Benefits include health, vision, and dental insurance; 401K retirement match; flexible scheduling; twelve paid holidays; and a generous leave policy. A work computer is provided, and work-related travel expenses are reimbursed.

How to apply: We are committed to advancing diversity, equity, inclusion, and justice through our hiring practices. This entails reviewing application materials anonymously (without the applicant's name exposed) to help prevent potential unconscious bias. Please remove your name and email address from your cover letter and resume. Please adhere to the following protocol when submitting your application materials:

- **Step 1: Complete this short questionnaire.** All applicants are required to complete this anonymous questionnaire to (1) help us know whether this job opportunity has been accessed by a diverse pool of candidates and (2) to receive an applicant ID number to continue the application process. Your anonymous survey responses are not connected to your application materials and will not affect hiring decisions.
- **Step 2: Record your applicant ID number.** After completing the above questionnaire, you will receive an applicant ID number. This number is unique to you and your application.
- **Step 3: Name your resume as “[Applicant ID] Resume” (e.g. 123456 Resume).** Please do not include any part of your name in the file name (e.g. don't use “Doe 12345 Resume”).
- **Step 4: Name your cover letter as “[Applicant ID] Cover Letter” (e.g. 12345 Cover Letter).** Please do not include any part of your name in the file name (e.g. don't use “Doe 12345 Cover Letter”).
- **Step 5: Upload your resume and cover letter.** Upload instructions will appear upon completing the questionnaire above. You will also be emailed an upload link.

Reminder: Application materials should *not* contain your name or email address.

Initial interviews will be conducted remotely via Zoom. Job postings will remain open until the position is filled. Anticipated start date for this position is October or until filled.

If you have any questions, please contact jobs@pasafarming.org.

Employee value statement

We are passionate about effectively advancing our mission. We value employees who:

- share our passion and can clearly communicate the value of our work to diverse audiences;
- are committed to advancing diversity, equity, inclusion, and justice;
- anticipate and address roadblocks or other challenges;
- stay current on trends in the field;
- embrace and accommodate change;
- contribute diverse viewpoints and experiences; and
- continuously advance their knowledge and skills through professional development.

We strive to create a work culture that promotes both independence and collaboration.

We value employees who:

- are committed to fostering a connected, respectful, and responsive work environment, whether work is being conducted remotely or in person;
- exemplify honesty and integrity;
- possess excellent interpersonal skills;
- exercise good judgment and take initiative when needed;
- celebrate each other's growth and accomplishments; and
- recognize their own strengths and also when to seek more information or guidance.

We take pride in the quality of our work. We value employees who:

- consider the big picture while paying close attention to accuracy and detail;
- can clearly and thoughtfully communicate in person and in writing;
- are highly organized; and
- seek better ways to do things.

We believe balance makes us more effective. We value employees who:

- prioritize their personal wellbeing;
- take breaks and time off to re-energize and ground themselves; and
- communicate when they need support.

We are an equal opportunity employer and encourage people of color; Indigenous people, LGBTQ+ people; veterans; people with disabilities; people who have been formerly incarcerated; and others who are underrepresented within the environmental nonprofit sector to apply.

COVID-19 staff policy: As of October 24, 2022, Pasa staff are not required to be vaccinated as a condition of employment. However all staff must privately disclose their vaccination status to

Human Resources upon hire. All staff, regardless of vaccination status, are required to conduct COVID-19 rapid tests before and after attending any indoor event or meeting hosted by Pasa. This policy is subject to change as the COVID-19 pandemic continues to evolve.